

**IMPORTANT NOTICE**  
**ALL NOTIFICATIONS, RELEASES AND AMENDMENTS WILL BE POSTED HERE. THE STATE WILL MAKE NO ATTEMPT TO CONTACT VENDORS WITH UPDATED INFORMATION. IT WILL BE THE RESPONSIBILITY OF EACH VENDOR TO PERIODICALLY CHECK THIS SITE FOR THE LATEST DETAILS.**

## **RFP ADDENDUM – Clarifying questions**

### **Clarifying Question to Question 4, Section INMATE COMMISSARY**

4. On average, how many orders are processed per week?

**Answer:** 2,181

*Clarification Question: Are inmates allowed to receive more than one order per week? Does that number include orders that are placed by friends and family via web? Can I have a break down of what is included in that number?*

Answer: Currently orders can be placed more than once a week via inmate, family and friends with a given deadline to order each week. The inmate will only receive delivery once a week of all orders processed with each order packed separately. Inmate orders cannot exceed an \$85 spending limit not including debit call orders.

### **General clarifying question regarding Inmate Accounting System**

*Can a DOC banking system user at one facility access an inmate account when the inmate is not housed at that facility?*

Answer: Yes, as long as the access is by a VT DOC authorized user.

### **General clarifying question regarding Professional Liability**

*Is Professional Liability required for this bid? On page 33 it lists Professional Liability, but does not list the minimum coverage limits required.*

Answer: Professional liability coverage will not be required for this contract.